



Indiana Deferred Compensation Committee

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MINUTES PUBLIC MEETING WEDNESDAY, AUGUST 25, 2004 9:00 AM INDIANA GOVERNMENT CENTER SOUTH TRAINING CENTER 6

I. Call to Order/Roll Call

The meeting was called to order by Jeff Heinzmann.

Members Present: Jeff Heinzmann; Betsy Burdick; Marilyn Schultz, Judy Rhodes.

II. Introduction of New Committee Members

Jeff Heinzmann introduced the new committee members, Marilyn Schultz, Governor Kernan's appointee and Director of the State Budget Agency, Judy Rhodes, State Board of Finance Appointee and Clerk-Treasurer of the City of West Lafayette. John Lentz, Chief Deputy Auditor, St. Joseph County, has also been appointed by the State Board of Finance but was not able to attend the meeting do to the fact that he was appointed on August 23rd and the meeting was scheduled for only two days later.

III. Reading of the Previous Minutes

Betsy Burdick moved to approve the minutes, Jeff Heinzmann seconded, the minutes were unanimously approved.

IV. Secretary's Report

Jeff Heinzmann gave a brief explanation to the new committee members of the usual content of the Secretary's Report using a draft agenda for the next meeting. He informed them that the next meeting is scheduled for September 7, 2004 at 1:00 p.m.

Jeff distributed Performance Reports for Mellon Consultants for the second quarter and asked each of the committee members to review them for the next meeting.

The RFP responses for the Small Cap Value Fund search were then addressed. Three responses were provided to committee members. The committee will receive Mellon Consultants report on the search within a week. That report may evaluate two other fund options that did not submit proposals but are available to the Plans.

Jeff Heinzmann then described the local Hoosier S.T.A.R.T.[®] office identifying, Lesa Williamson as local Plan Manager.

V. Introduction of Administrator, Connie Nass, Auditor of State

Auditor Connie Nass was introduced. She thanked the new members for their willingness to serve, Auditor Nass then acknowledged and thanked Tom Williams for his long service and commitment to the committee since 1998. The new members were encouraged to visit the Hoosier S.T.A.R.T.[®] local office and meet the staff there. Jeff Heinzmann also mentioned a letter received from Tom Williams, and indicated that Tom's letter would be included in the minutes for this meeting, and thanked him for his service.

VI. Counsel's Report

A. Delivery of plan information

Mary Beth Braitman opened the report explaining the notebooks provided to Committee members outlining the legal elements of the plan. She then introduced other counsel from Ice Miller: Gary Dankert and Lisa Harrison.

Gary Dankert briefly read through the statutes that govern the plan and explained the information in the Fiduciary Materials and Governing Documents notebook. He then turned to the Investment Policy Statement (IPS) notebook giving a brief explanation of the IPS and its usefulness to committee members as a guide through their decisions as fiduciaries.

Marilyn Schultz left the meeting shortly after 10:00 A.M.

Lisa Harrison gave an overview of the federal tax laws as they apply to the plans and discussed the plan documents in the Fiduciary Materials and Governing Documents notebook.

Mary Beth Braitman explained the unique way the plan is set-up with a skeletal statutory framework, which allows the plan to more easily adapt to meet the needs of the participants through the use of detailed plan documents.

B. Discussion of fiduciary duties

Mary Beth Braitman requested to delay the Fiduciary Duties discussion until September 7, 2004 since two of the three new members were not present. The committee agreed to the delay.

VII. Old Business

None

VIII. New Business

None

IX. Next Meetings

- A. September 7, 2004 at 1:00 p.m. A room will be scheduled, the committee will be informed of its location, and notice posted.
- B. November 18, 2004. A time will be selected at September 7th meeting.
- C. Fourth Quarter meeting to be scheduled for mid to late February at the September 7th meeting

X. Adjournment

Jeff Heinzmann adjourned the meeting.

DEPARTMENT OF ADMINISTRATION
INTER-DEPARTMENTAL MEMORANDUM DIVISION of INFORMATION TECHNOLOGY
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Tuesday, August 24, 2004

TO: **State Board of Finance Members**
 Joseph E. Kernan, Governor
 Connie Nass, Auditor
 Timothy Berry, Treasurer
Deferred Compensation Committee Members
 Jeffrey Heinzman, Secretary
 Betsy Burdick
Division of Information Technology
 Laura Larimer, CIO
 Paul Tex, Manager

FROM: **Tom Williams, DoIT**

RE: **Deferred Compensation Committee**

It has been a rare privilege to serve on the Deferred Compensation Committee from the time the Committee was legislatively created by House Enrolled Act 1245 (1998) to the present.

The Committee has made tremendous strides and improvements since its' formation and I can only hope my participation and decisions, as a member of the Committee, have in some way aided all participants in making improvements to the State of Indiana Deferred Compensation Plan.

If I may be of assistance in any way in the future, please do not hesitate to call on me.

Respectfully Yours,

Thomas W. Williams

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